

PROVIDER BULLETIN NO. 11- 55

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TO: Nebraska Medicaid Personal Assistance Providers

FROM: Vivianne M. Chaumont, Director 
Division of Medicaid & Long-Term Care

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Division of Medicaid & Long-Term Care

RE: **NEW** Personal Assistance Service (PAS) Provider Timesheet

Effective November 1, 2011, all PAS providers should begin using the NEW PAS Provider Time Sheet (**Form MC-39 Personal Assistance Services Provider Time Sheet**) to record dates and units of service provided.

The previous PAS Provider Time Sheet (Form MC-37 Service Provider Time Sheet).will no longer be accepted for those providing and billing for Personal Assistance Services after November 1, 2011.

PAS providers should continue to complete and submit the N-FOCUS Health and Human Services Billing Document (HHS 5N), along with the NEW Time Sheet.

The NEW Nebraska Medicaid PAS Provider Time Sheet and Instructions are available at: <http://www.dhhs.ne.gov/med/phpas.htm> at **Appendix 471-000-74**. Copies of these forms are also available through the provider's specified worker.

An electronically-fillable MC-39 form is available on the Department's website at <http://public-dhhs.ne.gov/FORMS/Home.aspx> Providers can complete the form electronically and print copies of the completed form to sign and mail. To access the fillable form, enter **MC-39** in the "Search" field, click on "Search" and double click on the **Personal Assistance Services Provider Time Sheet** under "Title."

If you have questions about this Provider Bulletin, please contact Elaine Westergren at (402) 471-9289 or elaine.westergren@nebraska.gov